

**ARIZONA STATE SCHOOLS FOR THE DEAF AND THE BLIND
POSITION DESCRIPTION**

POSITION TITLE: NIGHT SUPERVISOR

POSITION LOCATION: ASDB-Tucson

POSITION REPORTS TO: Master Night Supervisor & Dean of Students

POSITION SUPERVISES: None

MINIMUM QUALIFICATIONS: Minimum of a High School or GED diploma; intermediate expressive and receptive sign language skills if working with the deaf; CPR certification and/or lifesaving techniques; and CIT certification or obtain within the first 90 days of employment. Must be certified at least at Level C by completion of first year of experience.

PREFERRED QUALIFICATIONS: Experience supervising or working with children; course work in child growth and development; experience working in an educational, medical, or residential program.

MAJOR DUTIES AND RESPONSIBILITIES: Complete a nightly communication log; implement behavior management programs; supervise late evening and bedtime activities of students; assist students in toileting/personal hygiene needs throughout the night as required; respond to other personal, health, and emergency needs of students and ensure their welfare throughout the night as required (depending on residence hall assignment); safely lift non-ambulatory students; practice evacuation procedures; safely lift and transfer non-ambulatory students as required, assure a safe and secure environment for students; demonstrate clear and concise signed, verbal, and/or written skills as required to communicate with students and other staff; provide pertinent communication to day staff regarding individual students; required to be awake, alert, and vigilant throughout each scheduled shift; perform other related duties as assigned.

SPECIAL CONDITIONS/REQUIREMENTS: Must utilize appropriate personal protective equipment as required.

KNOWLEDGE, SKILLS, AND ABILITIES:

Ability to establish an appropriate rapport and living environment for students; ability to learn the appropriate communication mode for assigned student, which may include Braille; knowledge of ASDB policies and procedures.